

BOARD OF TRUSTEES
BOARD MEETING MINUTES – August 25th, 2020

On August 25th, 2020 the Roosevelt Children’s Academy Charter School Board of Trustees held a Teleconferencing Board Meeting pursuant to notice; at the Roosevelt Children’s Academy Charter School, 201 Debevoise Avenue, Roosevelt, N.Y. with Chair Rev Reginald Tuggle presiding.

ROOSEVELT CHILDREN’S ACADEMY CHARTER SCHOOL

MOTION TO OPEN MEETING: Chair Rev Reginald Tuggle officially called the meeting to order at 6:10 P.M. A motion was made by Burden to open the Board Meeting. The motion seconded by DWashington.

INTRODUCTORY COMMENTS Chair opened the meeting with a welcome to everyone, on behalf of the entire Board and commented on the covid19 environment which makes it unsafe for everyone, however, we moving ahead in this difficult time. The upcoming year is one requiring all of us to be flexible and patience with the process.

Chair thanked the entire faculty and staff for all their hard work in preparing for reopening. Noting there was a quorum the Chair requested Chief Financial Officer/COO to present the operations report.

ESTABLISHMENT OF A QUORUM: Chair Tuggle acknowledged the Trustees names to be called to establish a quorum. Present: Trustee (Tuggle, DWashington, KingCheek, Burden, Garner, TWashington, Chien, Arroyo)

ADDITIONAL ATTENDEES- Steven Martir, (Counsel to the Board); Catherine Jackvony- Chief Academic Officer (CAO), Reshma Persad –Elementary Principal, Aaron Howell –Middle School Principal; Philip Leconte- COO&CFO; Chris Roper-Thomas-CSBM; Ella Portero, Secretary to the Board.

Ratifying & Confirming Resolution

Adopted: August 25th, 2020

A motion was made by Trustee Washington that the Minutes from the July 28th, 2020 Board Meeting be approved as written. The motion was seconded by Chien and unanimously approved.

Adopted: August 25th, 2020

BE IT RESOLVED, that the Roosevelt Children’s Academy Charter School Board of Trustees in the August 25th 2020 Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School authorized unanimously a Ratifying & Confirming Resolution adopting the July 28th, 2020 Board Meeting Minutes as written. The motion carried. After which the school reports were presented.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, KingCheek, TWashington)
Noes: 0 Absent: 0 Abstentions: 0

SCHOOL OPERATION Update: – Chief Operation’s/Financial Officer (COO&CFO) presented the Updated Enrollment and Approved Budget presentation for 2020-21. Enrollment update presented reflected 717 students that we are currently registered and will bill for September. The budget is based on student count of 630.

The Approved Budget for fiscal 2020-21 presented: Enrollment budgeted 630. Budgeted full year (FY) revenue is 12.5 million. Budgeted direct expenses \$9.4 million. Budgeted indirect expense 3.1 million. The Approved Budget for fiscal 2020-21 presented as of July 31st: Enrollment budgeted 630. Budgeted full year (FY) revenue is 12.5 million. Budgeted direct expenses \$9.4 million. Total budgeted (FY) direct (FY) expense 9.4 million. Spending YTD 1.4 million. Total budgeted (FY) indirect expense is 3.1 million. Spending YTD .4 million Budgeted. On pace for spending expenses.

SCHOOL OPERATION: Facilities/Construction:

- 1) A decision will be made on August 26th regarding the construction of our new building at 111-115 Pleasant Ave. Note: Awaiting decision.

SCHOOL ACADEMIC REPORT

Chief Academic Officer (CAO) presented Academic report outlining Academic, Communications with CSE, meetings with staff, operations and CSI and Home/School Connections.

*Roosevelt Children’s Academy
Chief Academic Officer Board Report
Tuesday, August 25, 2020*

Academics

Teacher/Staff Interactions

- Individual grade level meetings were held with each grade level/academic group to discuss the following items:
 - **Reopening Plan**
 - Health and Safety
 - Facilities
 - Technology
 - New computers for staff
 - Facility resources

- **RCA Staff Zoom Meetings** to present and review the components of the RCA Reopening Plan
 - K-2
 - 3-5
 - 6-8
 - RTI, ENL and Electives
- **Staff Medical Requests**
 - Determination of remote learning staff in relationship to the number of students who have opted for distance learning rather than in-person
- **Specialists**
 - Review of ELA/Math Curriculum Map resources
- **RCA Parent Zoom Meetings** to present the components of the RCA Reopening Plan
 - August 19, 2020 at 1:00 and at 6:30 (Approximately 100 families at each webinar)
 - August 20, 2020 at 1:00 (Approximately 40 families at this webinar)
 - Creation of a parent Remote Learning Option for families who choose not to send their child into the school for grades K-5. Currently we have the following results of the on-line request form:
 - Total number of students (as of 8/24/20) – 119
 - Kindergarten – 9
 - 1st Grade – 23
 - 2nd Grade – 20
 - 3rd Grade – 18
 - 4th Grade – 20
 - 5th Grade – 29
- **Organization of School Schedules**
 - In-person
 - Remote
 - Livestream implementation, VIEWpath--a classroom video interactive system
 - First Day of School changed to Wednesday, September 9, 2020
 - Classroom Lists for RTI and ENL students
 - Elective Schedules
 - Bus Lists for Hempstead students
- **Principals**
 - **Professional Development** – see attached documents for K-4/5-8 Professional Development Schedule
 - Restorative Practices, highlighting social and emotional learning and building relationships
 - HMH Science Fusion and Social Studies Program

- GO Math
- Creation of Math and ELA RCA Curriculum Maps
- **Interview Process**
 - Video Zoom interviews were held in collaboration with the principals to fill the RCA open positions:
 - Kindergarten Teacher
 - 1st Grade Teacher
 - Teacher Assistant
- **Organization of Kindergarten Activities**
 - 2020-2021 Kindergarten Screening – Tuesday, August 25, 2020
 - 2019-2020 Kindergarten Moving Up Ceremony—Saturday, August 29, 2020
- **Communication with SUNY/CSI**
 - Attendance at weekly NYSED webinars to understand any and all new information relating to the implementation of our Reopening Plan, as well as to stay informed about recent governmental declarations.
 - Current items include:
 - The importance of contact tracing
 - COVID testing for schools
 - Schools do not have the authority to require testing
 - Schools cannot deny a student if they have not had a test
 - The importance of providing open communication for families and staff members

Ratifying & Confirming Resolution

Adopted: August 25th, 2020

BE IT RESOLVED, that the Roosevelt Children's Academy Charter School Board of Trustees in the August 25th 2020 Teleconference Board Meeting on behalf of the Roosevelt Children's Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the COO/CFO report. A motion was made by Trustee Arroyo for the acceptance of the COO/CFO. The motion was seconded b Trustee Chien. The motion carried.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, KingCheek, TWashington)

Noes: 0 Absent: 0 Abstentions: 0

Adopted: August 25th, 2020

BE IT RESOLVED, that the Roosevelt Children's Academy Charter School Board of Trustees in the August 25th 2020 Teleconference Board Meeting on behalf of the Roosevelt Children's Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the acceptance of the CAO report. A motion was made by Trustee Washington for the acceptance of the CAO reports. The motion was seconded b Trustee Garner. The motion carried.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, KingCheek, TWashington)

Noes: 0 Absent: 0 Abstentions: 0

Adopted: August 25th, 2020

BE IT RESOLVED, that the Roosevelt Children's Academy Charter School Board of Trustees in the August 25th, 2020 Board of Trustees Teleconference Board Meeting on behalf of the Roosevelt Children's Academy Charter School unanimously authorized a Ratifying& Confirming Resolution to accepting the approval of personnel actions identified for staffing in the Position Control Form. Being that there was no further discussion, a motion was made by Arroyo approving the adoption of the resolution approving the personnel action items. The motion was seconded by Trustee Garner and unanimously approved. The motion carried.

New Hire:

Lavada Curry_ Teacher Assistant _Middle School _Start Date 8-25-2020

Laritza Parelta_ Teacher Assistant _Elementary School _Start Date 8-25-2020

Andrene Richards_ Teacher_ Elementary School __Start Date 8-25-2020

Gabrielle Silva_ Teacher_ Elementary School __Start Date 8-25-2020

Gabrielle Silva_ Teacher_ Elementary School __Start Date 8-25-2020

Brianna Servidio_ Teacher_ Elementary School __Start Date 8-25-2020

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, KingCheek, TWashington)

Noes: 0 Absent: 0 Abstentions: 0

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Roosevelt Children's Academy Charter School

Board of Trustees Board Meeting Minutes – Tuesday, August 25th, 2020

PARENT REPORT: Home/School Connections: Reopening plan Zoom webinar held and translated in Spanish. In-person families requesting remote were informed the remote learning request would hold until first Quarter . Parent Group thanked the CAO for the virtual outreach to parents during this challenging times. The Parent group is preparing for virtual webinar to increase participation. Also participates with the CAO in monthly meetings with the media team to coordinate the academic information and the social media outreach goals. Parent Group reach out to thank parents for working to improve ongoing communication and look forward to support to support families through virtually meeting this year.

PUBLIC COMMENTS: Members of the community were acknowledged.

EXECUTIVE SESSION: NONE

OPEN SESSION CONTINUED. NONE.

ADJOURN. The Board meeting ended at approximately 7:05 P.M. with a motion to adjourn made by Trustee Burden. The motion was seconded by Trustee Cheek. The motion was passed unanimously without debate.

Respectfully Submitted by,

Ella Portero

Ella Portero, Secretary to the Board